

**Minutes**  
**Committee of the Whole #22-03**  
**Wednesday, February 23<sup>rd</sup>, 2022 12:00PM**  
**Council Chambers and Microsoft Teams**

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<b>Present:</b>	Frank Pope	Mayor
	Kacee Hunter	Councillor
	Kelly McCoy	Councillor
	Alexis Peachey	Councillor
	Trevor Smith	Councillor
	David Wever	Councillor
<b>Staff:</b>	Cathy Clarke	Senior Administrative Officer
	Carl Ceder	Economic Development Tourism Officer
	Myles Erb	Recreation Director
	Mkhabela Masuku	Development Officer
	Brandon Scott	Fire Chief
	Kayla Turner	Governance and Community Engagement Manager
<b>Regrets:</b>	Pascal Audet	Deputy Mayor (work commitment)
<b>Guests:</b>	Chris Chivers- Microsoft Teams	

1. **Call to Order 12:03PM**
2. **Declaration of Conflict of Interest**
  - None Noted.
3. **Review and Adoption of Agenda**
  - All in favor.
4. **Delegation**
5. **Topics**
  1. Housing:
    - 11.26 Negotiated contracts policy clause 6.2

- Council was requested to give input/support as per GNWT Policy
  - Input ignored, we were not informed of how or why after lengthy discussion between staff and by Council
  - **No action**
2. AITPP:
- Council information which was held by GNWT made available to individual we are in litigation with without our knowledge
  - This issue is still ongoing
  - **No action**
3. Health care:
- Ambulance service support
  - We believe we qualify for financial support as we do have winter road and Mackenzie River access
  - A lot of talk no solutions provided
  - **No action**
4. COVID-19 fund reimbursement:
- Promised reimbursement by GNWT/MACA at front end of emergency management
  - GNWT brokers federal funds for communities and has not followed through on this duty
  - Have repeatedly received mixed messages from GNWT officials regarding “debt owing” and budgeting going forward
  - Budgets are limited GNWT showing no understanding of our financial situations when directing us to budget for emergencies
  - **No action**
5. Infrastructure funding from territorial and federal levels of government:
- The requirement to provide the requisite 25% on most federal infrastructure funding is unduly cumbersome for municipalities
  - GNWT is misleading the public etc. when it is falsely claimed that territorial level of government is providing the 25%
  - Town is competing with GNWT for some of the available federal infrastructure grants i.e.: ICIP
  - **No action** on GNWT ICIP grant for landfill metals clean-up, 2 years
6. GNWT lease tax arrears:
- Unable to write off bad debt on our books
  - Ongoing debt owing from signed GNWT lease taxes
  - Have been willing to work with GNWT for 2.5 years on this and there has been no ongoing commitment of any sort from GNWT
  - Town is still accruing tax debt on properties of individuals who have be deceased for over 10 years.
  - **No action**
7. Hazardous waste/clean-up of GNWT leased property:
- Signed lease agreements state that said leases will be returned remediated
  - None of these properties has been cleaned up
  - Concern voiced to GNWT re: the waste left in our community as per its potential toxicity and its impact on our landfill
  - **No action**

8. Indigenous consultation on Community Plan:
  9. Quarry
  10. Utilities Arrears
  11. Council Donations Policy
  12. Ongoing research for alternative service delivery models in all areas
    - Daycare provision models
    - Food security models
    - Municipal best practices
    - Sustainable business models
    - Climate change impacts on municipalities
  13. NWTAC call for Resolutions
    - initial framework for resolutions
  14. Committee Updates
    - a. Reports from each committee chair highlighting the ongoing work of each committee and their supporting staff members.
  15. Adjourn 12:55PM
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**Rolling Agenda  
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1. Committee Updates
    - Town planning and Land Use Committee:
      - See attached report.
    - Advancement of Equity and Inclusion Committee:
      - See attached report.
    - Economic Development and Tourism Committee:
      - Welcomed Economic Development and Tourism Officer, Carl Ceder.
      - Ongoing recruitment of new members. Two new members appointed and awaiting one more appointment.
      - Two main priorities for the committee are:
        - Implementation of Strategic Plan
        - Economic Development Conference
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- Committee members to present ideas and decide on top ten recommendations to present to Council.
- Some issues with an August Conference include:
  - Delays in CanNor funding
  - Possibly look at rescheduling conference to August 2023
- Mayor Pope asked if there could be a one day workshop done with local businesses this year in preparation for the conference. Councillor Hunter responded that yes this is something that has been discussed.
- Recreation Committee:
  - Still defining priorities.
  - Plans to create 3-5-10 year priorities.
  - Immediate work includes revision of committee by law and plans to create a recreation space between the town office and the recreation centres, and the Jackfish expansion project.
  - The committee also plans to pursue public engagement for a future multiplex/cultural centre.
  - Many of the recreation ideas and plans are dependent on the budget.
  - Mayor Pope suggested bringing forward a resolution asking for Council support for the multiplex/cultural centre.
- Role of Staff on Committees:
  - Role is very basic at committee level. Staff can answer questions relating to by laws, policies, lands, taxes etc.
  - Staff are not staff of Council.
  - Management staff are not paid overtime, but work a lot of overtime hours.
  - Roles are clerical with some expertise and some negotiation.



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Frank Pope, Mayor



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Cathy Clarke, SAO

**TOWN OF NORMAN WELLS**  
**ADVANCEMENT OF EQUITY AND INCLUSION COMMITTEE**

**UPDATE FOR COUNCIL – FEBRUARY 23, 2022**

1. **REVIEW OF ALL CURRENT AND NEW BY-LAWS, POLICIES AND PROCEDURES.**
  - a. COMPLETED ITEMS:
    - i. HARASSMENT/DISCRIMINATION POLICY
    - ii. RESCINDED CURFEW POLICY
  - b. IN THE WORKS, PRESENTLY:
    - i. GRIEVANCE COMMITTEE BY-LAW WITH PROCEDURES
    - ii. GRIEVANCE POLICY WITHIN THE EMPLOYEE HANDBOOK
  - c. FUTURE ITEMS:
    - i. NOISE BY-LAW
    - ii. MORE EMPLOYEE HANDBOOK POLICIES
    - iii. DISCUSSION WITH SAO REGARDING TRAINING MANUALS FOR EACH POSITION TO ENSURE SMOOTH TRANSITIONS WHEN THERE ARE STAFF CHANGES.
2. **CREATION OF CULTURAL, RACISM AND DISCRIMINATION AWARENESS PROJECTS.**
  - a. COMPLETED ITEMS:
    - i. BOOK CLUB – HIGHLIGHTING INDIGENOUS AUTHORS. ONGOING.
    - ii. SOCIAL MEDIA – HIGHLIGHTING IMPORTANT DATES - ONGOING.
      1. BLACK HISTORY MONTH
      2. INDIGENOUS LANGUAGES MONTH
      3. PRIDE
      4. INDIGENOUS PEOPLES DAY
  - b. IN THE WORKS, PRESENTLY:
    - i. SAFE RIDE PROGRAM - IN DISCUSSION STAGES; STILL RESEARCHING.
    - ii. GSA – HOPING TO PARTNER WITH THE STUDENT LEAD GROUP TO FACILITATE WORKSHOPS, PROGRAMS AND EVENTS.
  - c. FUTURE ITEMS:
    - i. ONBOARDING OF COUNCIL AND STAFF
      1. INDIGENOUS CULTURAL AWARENESS TRAINING ENCOMPASSING NORMAN WELLS AND SAHTU REGION
      2. COUNCIL AND STAFF YEARLY WORKSHOPS TO STRENGTHEN COMPETENCE IN UNDERSTANDING EQUITY AND INCLUSIVITY WITHIN THE WORKPLACE.
      3. ALLY TRAINING / WORKSHOPS
    - ii. LEGACY SPACES – DOWNIE AND WENJACK FOUNDATION; SAFE SPACES TO LEARN INDIGENOUS HISTORY AND LEGACY OF RESIDENTIAL SCHOOLS; JOURNEY TO RECONCILIATION
    - iii. MULTI-CULTURAL FESTIVAL/EVENT

### **3. EDUCATION**

#### **a. COMPLETED ITEMS:**

- i. COMMITTEE MEMBERS UNDERSTANDING EQUITY, EQUALITY, INCLUSION AND FAIRNESS.
- ii. COMMITTEE MEMBERS ASSIGNED READING.
  1. TRUTH AND RECONCILIATION REPORT
  2. UNITED NATIONS DECLARATION ON THE RIGHTS OF INDIGENOUS PEOPLES
  3. MISSING AND MURDERED INDIGENOUS WOMEN AND GIRLS REPORT
- iii. COMMITTEE MEMBERS DISCUSSING IN DEPTH TERMINOLOGY, CONCEPTS, AND DEFINITIONS. Examples: white privilege, reverse racism, intersectionality, etc.

#### **b. IN THE WORKS, PRESENTLY:**

- i. HOW TO EDUCATE STAFF, COUNCIL AND COMMUNITY MEMBERS ABOUT THE DIFFERENCE BETWEEN EQUITY, EQUALITY, AND INCLUSION.
- ii. SHE CAN – WOMEN IN LEADERSHIP WORKSHOPS

#### **c. FUTURE ITEMS:**

- i. YOUTH/COMMUNITY COUNCIL WORKSHOP
  1. HOW A COUNCIL WORKS?
  2. HOW DECISIONS ARE MADE?
  3. SCOPE OF A MUNICIPALITY'S RESPONSIBILITY

### **4. PARTNERSHIPS**

#### **a. IN THE WORKS, PRESENTLY:**

- i. NWLC – CREATING PROPOSALS TO PRESENT
  1. ALLY BOOKLETS, TRAINING, AND WORKSHOPS
  2. INDIGENOUS CULTURAL AWARENESS TRAINING FRAMEWORK
  3. SEWING CIRCLE – TRADITIONAL
- ii. TOWN STANDING COMMITTEES
  1. PROGRAMS WITHIN RECREATION
  2. DATA COLLECTION FROM SURVEYS
  3. COLLABORATION ON CAPITAL PROJECTS
- iii. VARIOUS COMMUNITY ASSOCIATIONS
  1. RESOURCES
- iv. SAHTU REGIONAL GROUPS
- v. TERRITORIAL ORGANIZATIONS

**TOWN OF NORMAN WELLS**  
**TOWN PLANNING AND LAND USE COMMITTEE**  
**Priorities**

**1. Business:**

- a) Code of Conduct and TPLU By-law Review (amendment)
- b) Board of Revisions
- c) Zoning Bylaw education roll out
- d) By-law and enforcement – ensuring that the committee has a close working relationship with the by-law officer.
- e) NWTHC
- f) WSP Follow up – Mapping potentially needed in the new community plan.
- g) Project involving the vacant lot in between the Town Hall and Recreation area. – Community garden / Gathering space.
- h) GNWT lease agreements in the Industrial area. – Transfer the ownership of lease properties to the Town.
- i) Church as a historic Site
- j) Drivers tests only offer a Territorial license. - Need to get ahold of transportation to see what it would take to allow for full license. Traffic light?
- k) Day Care abandoned building. – What could we potentially use the building for.
- l) Landfill hours and management – Have a discussion on how the hours at the landfill are working and see if we need recommendation to change. (Discussion to be had in the summer.)
- m) Quarry management and information. – Have a public eye on the community asset / work on education of the quarry.
- n) Compost Program
- o) Joining the Rec Committee / Ec Dev as needed to collaborate efforts.
- p) Roadside markers
- q) Mount Avens
- r) Board of Revisions.
- s) Cemetery – what sort of model should be established for care and maintain of the grounds.
- t) Action Log on the Community Plan.
- u) Request for variance.